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| DEPARTMENTAL REGULATION | | NUMBER: 1042-61 |
| National Advisory Committee on Meat and Poultry Inspection | DATE: JUN 25 2010 | |
| | OPI: Food Safety and Inspection Service | |

1. **Official Designation:** The Committee shall be known as the National Advisory Committee on Meat and Poultry Inspection (NACMPI), hereafter referred to as the Committee or the NACMPI.
2. **Authority:** This charter renews the NACMPI in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App.

The Secretary is required to consult with an advisory committee or committees authorized under section 301(a) (4) of the FMIA (21 U.S.C. 661(a) (4)) to carry out the responsibilities imposed by sections 7(c), 24, 205, 301(a) (3), and 301(c) of the FMIA (21 U.S.C. 607(c), 624, 645, 661(a) (3), and 661(c)), and authorized under section 5(s) (4) of the PPIA (21 U.S.C. 454 (a) (4) to carry out the responsibilities imposed by sections 5(a) (3), 5(c), 8(b), and 11(e) of the PPIA (21 U.S.C. 454(a) (3), 454(c), 457(b), and 460(e)).

The Secretary of Agriculture has renewed the NACMPI charter approximately every two years, with the last renewal on July 25, 2007.

3. **Objective and Scope of Activities:** The purpose of the Committee is to provide advice to the Secretary concerning state and Federal programs with respect to meat, poultry, and egg product inspection, safety, and other matters that fall within the scope of the FMIA and PPIA.
4. **Description of Duties:** The duties of the NACMPI are solely advisory in nature.
5. **Officials to Whom the Committee Reports:** The Committee reports to the Secretary of Agriculture through the Under Secretary for Food Safety.
6. **Support:** A representative of the Food Safety and Inspection Service will serve as the Executive Secretary to the Committee. In addition, the Food Safety and Inspection Service will provide administrative staff support to the Committee.
7. **Estimated Annual Operating Costs and Staff Years:** Annual operating costs are estimated to be \$67,000. In addition, staff year requirements are estimated to be 2.0 full time equivalents. Committee members serve without pay if they are not officers or employees of the Federal Government. Reimbursement will be provided to members for travel expenses and per diem for attendance at Committee and subcommittee meetings called by the Chairperson.

8. **Designated Federal Officer:** The Food Safety and Inspection Service will appoint a full-time or permanent USDA employee, as the Designated Federal Officer (DFO) in accordance with established USDA policies and procedures. The NACMPI Executive Secretary serves as the DFO. The DFO and/or alternate DFO will approve all of the advisory committee's and subcommittees' meetings and prepare and approve all meeting agendas. The DFO or designee will attend all Committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the advisory committee reports.
9. **Estimated Number and Frequency of Meetings:** The full Committee is expected to meet at least once annually, or up to two times each year. The subcommittees will meet as deemed necessary by the Chairperson.

As required by FACA, NACMPI meetings, and in addition, subcommittee meetings will be open to the public. Interested persons may attend meetings, appear before the NACMPI, or file comments with the NACMPI.

10. **Duration of the Committee:** The need for NACMPI's advisory function is on a continuing basis. Renewal is considered in the public interest in connection with the duties and responsibilities imposed on the Secretary by law in protecting the public from consuming adulterated and misbranded meat, meat food products, poultry, and poultry food products. This charter will be in effect for two years from the date it is filed with Congress. After this two-year period, the charter may be renewed in accordance with Section 14 of FACA (5 U.S.C. App. 2 § 14).
11. **Termination Date:** The Committee shall terminate two years from the date this charter is filed, unless the Secretary of Agriculture determines prior to that date that continuation of work is not in the public interest.
12. **Membership and Designation:** The Secretary of Agriculture or designee will appoint the Chairperson.

The Secretary of Agriculture will appoint the membership of the Committee. Furthermore, members will serve for two year terms, and can serve no more than two consecutive terms. Membership will consist of not more than 20 individuals with diverse capabilities distinguished by their knowledge and interest in meat and poultry safety and other FSIS responsibilities and shall be drawn from representatives of state and local governments; industry and trade associations; public health, scientific, and academic communities; and consumers and consumer organizations.

The Associate Commissioner for Food Protection of the U.S. Food and Drug Administration, or his or her representative, and the Director of the Food Safety Office of the Centers for Disease Control and Prevention, or his or her representative, shall be ex officio members of the Committee.

Equal opportunity practices, in line with USDA policies, will be followed in all appointments to the Committee. To ensure that the recommendations of the Committee have taken into account the needs of the diverse groups served by USDA, membership should include, to the extent practicable, individuals with demonstrated ability to represent minorities, women, and persons with disabilities.

13. **Subcommittees**: The Committee Chairperson shall be authorized to establish subcommittees, as necessary and consistent with the NACMPI mission. Such subcommittees or working groups shall not work independently of the chartered Committee, and shall report all their recommendations and advice to the Committee for full deliberation and discussion. Subcommittee or working groups have no authority to make decisions on behalf of the chartered Committee nor can they report directly to the USDA or any Federal officers or employees who are not Committee members.

The work of the Committee may be accomplished through subcommittees consisting of members from the whole Committee. Subject matter experts outside of the NACMPI membership may be invited to subcommittee meetings on an ad hoc basis to give presentations and to participate in discussions.

14. **Recordkeeping**: The records for the Committee and its subcommittees shall be handled according to General Records Schedule 26, Item 2, or appropriate USDA policies and procedures. These records shall be available for the public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

15. **Filing Date**: June 25, 2010